

Minutes of ESD Safety Committee Meeting 5/25/05

Attending: Seiji Nakagawa, Tim Kneafsey, Kryshna Aviña, Todd Wood, Jil Geller.

1. Critical Items: There was a recent serious car accident involving an ESD scientist. Timely reporting was initiated, and done per procedure. *Action: Jil to talk with Bo in order to highlight safety at ESD's quarterly townhall. Update: Jil worked with Maryann to prepare two slides for the town hall meeting. With guidance from HR, the supervisor will write a "counseling" memo to the employee to emphasize the importance of driving safely.*
2. Last meeting's minutes were approved. *No action.*
3. New committee members: There was a discussion regarding the addition of new members to the Safety Committee. Suggestions were given as to new possible members. *Action: Tim will send an email to Bo regarding the Committee's new member suggestions, as well asking for any suggestions from Bo. Update: Tim sent an e-mail to Bo on 5/25/05 with suggestions.*
4. Electrical Safety Inspection Results: ESD did very well in the last EH&S inspection. There was a good overall performance. However, there are some institutional issues that need to be addressed. For example, having electrical panels directly adjacent to an eye wash. Jil communicated with each PI to work institutional issues out. *Action: Jil will enter incidents as needed into LCATS system.*
5. New Business:
 - a. Recent ESD Accident and corrective actions (steam cleaner): An accident occurred recently as a result of a piece of equipment not having proper maintenance. Bo has asked for an inventory of all equipment that does not warrant a hazard inspection is old, or does not have a manual. There was discussion about there possibly being an ESD "overhead" account that could be used to "rejuvenate" old equipment, as well as for routine maintenance. In addition, on all equipment, there could possibly be a sticker that informs a new user of who last used the equipment, when it was last used, and when it received its last maintenance. Thinking ahead, for proposals, there could possibly be a budget line item for safety. Jil had raised this with Division Council in the past, and they decided against it because they thought it wouldn't be acceptable to sponsors, and the dollar amount would be difficult to assess and a small fraction of the budget. However, it might be worth revisiting in the new safety climate. *Action: Jil will call Salvage to see what procedures there are when salvaged equipment is acquired. Krys will talk with Bo regarding the budget line item for Safety at the next Support Staff meeting.*
 - b. Upcoming IFA Inspections: This is an EH&S inspection that will be comprised of a team of experts on various EH&S topics. There will be a sampling of lab space – they will look at Buildings 64, and 70, as well as office space. The report is due 30 June 2005. This is a confidence-building inspection that will be part of the Lab's self-assessment

program. ESD has been perceived as being extremely proactive in terms of EH&S.

Action: Jil will be among the people involved in the walkthrough. Update: walkthroughs were completed and Rob Connelly will provide us with the report and findings, which will be entered into LCATs.

- c. Management ESD space walkthroughs: The walkthroughs will be postponed until mid-June. *Action: Jil will update the committee on when the walkthroughs will take place. Update: The ESD management safety walkthroughs are scheduled for June 22 and 23.*
- d. Field work concerns about West Nile Virus and bee stings. There was a suggestion s to develop a field first aid kit. *Action: Jil will talk to EH&S and Maryann about purchasing ESD Safety kits for field work.*